

INTELLIGENCE INFORMATION HANDLING COMMITTEE  
of the  
UNITED STATES INTELLIGENCE BOARD

Office of the Chairman

*File IHC Com File*  
IHC-MM- 21/74

6 August 1974


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MEMORANDUM FOR: D/DCI/IC

SUBJECT : Proposed Letter of Instructions for Acting Chairman, IHC


1. Attached is my draft LOI for your consideration, in accordance with request for submittals by USIB Chairmen.

2. If you should have conceptual difficulty with any of these proposals, I hope it will be possible for the resolution to await my return from leave on 19 August 1974. I have given this matter very careful consideration, and the attached represents what I believe is a fair depiction of the scope of matters that deserve consideration in the light of the present status of information handling, communications, and analysis in the intelligence community.

  
Acting Chairman

Distribution

Original - D/DCI/IC thru AD/DCI/IC  
1 - Executive Secretary USIB ✓  
4 - IHC  
1 - IC Registry,

  
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Attachment  
USIB-D-

LETTER OF INSTRUCTIONS  
to the  
Acting Chairman, Intelligence Information Handling Committee

1. I instruct you as the Acting Chairman of the Intelligence Information Handling Committee (IHC) to accomplish a program that effectively promotes and coordinates the development, implementation and continuous improvement of systems and procedures within the intelligence community for information handling, telecommunications, and presentation of data to analysts and intelligence products to users.

2. General Guidance. Your program should be guided by the DCI's Perspectives for Intelligence 1975-1980 and the DCI's Objectives for Fiscal Year 1975. Your focus should be on the community's intelligence production function, and how information science and computer and communication technology can enhance its output. As the Perspectives state,

"the analyst of the future will have to be comfortable with electronic tools," and "because of the greater increased data flow expected for collection systems already under development, greater emphasis will have to be applied to the development of sophisticated processing systems, analysis and dissemination techniques."

3. Responsiveness. In carrying out its program, your committee will be responsive to USIB and IRAC members, the Chairman R&D Council, the Intelligence Community Staff and the National Intelligence Officers. The D/DCI/IC is assigned responsibility for assisting the DCI and the USIB/IRAC Principals with policy guidance, tasking and coordination of all USIB/IRAC

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committees. To be fully supportive of both USIB and IRAC, your committee is to provide both substantive and resources analyses with respect to the matters within your purview.

4. Tasks. The program of the IHC should include attention to the following tasks:

a. Update DCID 1/4 (Coordination of Intelligence Information Handling) and DCID 1/15 (Data Element and Code Standardization for Intelligence and Intelligence Information). Submit for approval by DCI after review by USIB. (Report in 4th quarter 1974.)

b. Collaborate with the R&D Council in planning a coordinated attack on matters of mutual concern in the light of the recommendations of the Chairman's report of 22 July 1974. (Report in 4th quarter 1974.)

c. Upon request, provide technical guidance to other USIB/IRAC committees, IC Staff and NIOs on such subjects as computerization of community data bases, use of common data standards, community-wide information handling systems, computer terminal networking, etc. (Complete survey in 4th quarter 1974.)

d. Continue the exploratory work of  to survey and report on development and techniques applicable for the presentation of intelligence data in varied formats, including graphic and cartographic, microform, television, high resolution video, etc. (Periodic reporting.)

e. Provide continuing technical support to ICS/PRD in development and implementation of interagency communication capabilities for use by watch officers and analysts: e.g., NOIWON phone network; Project CONTEXT for NOIAN involving conferenced text editing; the "Meet-Me Bridge" on the grey phone system, etc.

f. With guidance from ICS/PRD, collect data for and publish interagency Crisis Management Communication Directory for use by watch offices. (Produce 1st edition in 3rd quarter 1974.)

g. Provide a continuing focal point for non-DoD intelligence organizations' participation with the system architects in planning development of intelligence interfaces with the DoD WWMCCS.

h. Present for USIB/IRAC consideration a preliminary architectural design and plan of action for community internetting of major computerized intelligence information handling systems in CIA, State

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and DoD, to serve intelligence analysts and users. External contracting support may be authorized by D/DCI/IC. (Status report in 2nd quarter 1975.)

i. Imagery.

(1) Assist COMIREX in serving as continuing focal point for information on community planning for automated Imagery information-handling and communication systems.

(2) Acting Chairman IHC direct ad hoc group, including DIA, NPIC, COMIREX, ASD(I) and ICS, in planning for compatibility of computerized systems to support NPIC's photo interpreters and DIA's imagery-related data handling requirements. (Per exchange of correspondence between DCI and ASD(I). Commence in August 1974 and report during 4th quarter 1974.)

j. Computer Security.

(1) Assist USIB Security Committee in developing computer security policy for the intelligence community. (Report in 4th quarter 1974.)

(2) In conjunction with R&D Council, report on the need to implement a community R&D program to provide adequate security safeguards for intelligence computer and telecommunication systems. Include appraisals of scope, timing and costs. (Report in 2nd quarter 1975.)

k. As part of the government-wide standardization program, promote development and use of standard data elements and data codes, in order to facilitate the exchange of intelligence and intelligence information not only between departments and agencies engaged in foreign intelligence activities but also with users of intelligence. (This is to exclude any involvement with domestic intelligence functions from which the DCI is excluded by law.) (Report periodically to USIB on agency performance and cost/benefit aspects of this program.)

l. Prepare and maintain a community inventory of intelligence information handling systems and substantive files, and related analytical methodologies, as a tool for analysts. (Complete in 4th quarter 1974.)

m. Serve as a community focal point to assemble information and report to USIB on current undertakings in government, industry and the educational community relative to the development of an automated work station utilizable by intelligence analysts, bringing together rapid communications; data recall, manipulation and display; and briefing/presentation facilities. (Preliminary report in 1st quarter 1975.)

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n. Maintain continuing working liaison with the community offices of research and development, and comparable facilities outside the community, concerned with study and experimental work to improve analytical methodologies, to apply automated techniques that can extend the capabilities of the individual analyst, and to make an effective transition from the reliance on 'hard copy' intelligence materials to an effective blending of man and machine capabilities for the analyst of the future.

o. Maintain continuing contact with the community Information Science Center located in the CIA Office of Training, and comparable community training facilities, in order to assist in curriculum development and to arrange joint activities furthering the introduction of automated capabilities for intelligence analysts. Co-sponsor and provide support for briefings, meetings and seminars that consider new methods and techniques of perceiving, collating, and analyzing diverse information and data.

p. Perform further specific assignments as may be directed by D/DCI/IC.

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